

**POLICY**

Facility staff must be alert to youth movement and conduct and communicate as needed to facilitate safety, security and services to youths.

**PURPOSE**

To ensure safe, secure and service-oriented facilities for youth.

**DEFINITIONS**

See JRG, JJ Residential Glossary.

**RESPONSIBLE  
STAFF**

Designated in the facility standard operating procedure.

**ESCAPE  
PREVENTION  
PROCEDURE**

Each facility must develop and implement standard operating procedures (SOPs) relative to escape prevention. At a minimum, SOPs must contain the following requirements:

**Required Staff  
Communication  
s**

Staff must provide:

- Information necessary to ensure security and to facilitate the delivery of services to youths.
- Information regarding matters that need attention from staff coming on-duty provided in the manner best suited to ensure follow-up.

**Youth Counts**

Staff responsible for direct service to youths maintain youth counts and know the identity and location of youths.

**Youth Activities**

Staff responsible for an activity must:

- Be present and ready to receive youths at the start of the activity.
- Remain with youths throughout the activity.
- Communicate any change in starting or ending times or need for assistance to appropriate staff and/or to supervision.
- Ensure there are sufficient staff to maintain safety and security.

**On-Grounds  
Travel**

Staff must accompany youths in secure facilities.

In non-secure programs, youths may travel on facility grounds without direct staff supervision if staff confirms departures and arrivals.

**Security  
Measures**

Staff must routinely check doors, windows and other security measures during their shift and report security problems to a supervisor.

**Escape  
Consequences**

As part of orientation at the facility, staff must advise youths of the possible legal and facility determined consequences of escape behaviors.

**AUTHORITY**

Social Welfare Act, MCL 400.115a(1)(l)